

Kevin X. Smith

From: Kevin X. Smith
Sent: Friday, February 17, 2017 10:27 AM
To: 'Brittany Hill'; 'mayor@cityofmartin.net'; 'mbrundige@cityofmartin.net'
Cc: Gregg Overstreet; Conner Franklin; Paul Higgins; Robert Karesh
Subject: COMPLETE APPLICATION NOTIFICATION - City of Martin MS4 Program

Hello,

Thank you for your Notice of Intent (NOI) for the Small MS4 General Permit. I have reviewed the application provided by the City of Martin and determined that the application is complete. I will need no additional information at this time and have copied the Nashville Central Office permitting group so that they can issue your Notice of Coverage. As this process continues we may need to contact you for additional details to make certain that all of our information about your MS4 is current and accurate.

Please note that pre-construction meetings with construction-site operators for priority construction activities are a requirement of the permit. Please consider this as you review your Site Plan Review Process for your Construction Site Runoff Program.

Thank you for your timely application and your dedication to water quality in Tennessee. If you have any questions, please don't hesitate to get in touch with me.

Kevin



Kevin Smith | Environmental Scientist 3
Division of Water Resources / Jackson Environmental Field Office
1625 Hollywood Drive Jackson, TN 38305
p. 731-512-1305
kevin.x.smith@tn.gov
tn.gov/environment

General NPDES MS4 Permit - **NOI Review Checklist**

Instructions: This checklist is for use when reviewing TN General NPDES MS4 Permit NOIs for completeness and accuracy. Provide yes/no answers in the comment section, and point out any deficiencies and/or recommendations. If a question is answered with a "no", then identify the action taken (NOI returned, additional information requested etc.) if applicable.

MS4: City of Martin	Permit No.: TNS077607	NOI Received: 1-31-2017
EFO: Jackson	Reviewer: Kevin Smith	NOI Reviewed: 2-3-2017

Part I – Administrative Information	
Item:	Comment:
Is all required contact information provided?	Yes.
Is organizational chart provided?	Yes.
Has contact information in WaterLog been updated as applicable?	Yes.
Part IIA – Area Served	
Item:	Comment:
Is all area information provided?	Yes.
Has area information in WaterLog "MS4 Specific" table been updated as applicable?	Yes. Total area is same as it was in previous NOI.
For counties: did the MS4 indicate if the permit will be used to regulate non-UA portions of the county provided?	N/A
Part IIC – Maps	
Item:	Comment:
Are all applicable maps provided and required content legible?	Yes. Applicable maps were submitted. Explanations were provided for map information not provided. Indicated there were no universities located within City of Martin MS4?
Part IID – Identifying Streams With Unavailable Parameters or ETW	
Item:	Comment:
Have streams with unavailable parameters for nutrients, pathogens, and siltation, and ETWs been listed?	Yes.
Is the list complete (based on most recent assessment)?	Yes.
Part III – Legal Authority	
Item:	Comment:
Have all stormwater related ordinances or other regulatory mechanisms been provided?	Yes. Ordinance was provided.
Part IV – Signature of Responsible Officer(s)	

Item:	Comment:
Are there any co-permittees? If yes, are there signatures for each co-permittee?	No.
Does the person(s) meet the signatory requirements?	Yes.
Part V – Section 1 (Education and Involvement)	
Item:	Comment:
Were all “Current Activities” questions answered completely?	Yes.
Did the MS4 provide a solution for any applicable question answered with a “No”?	N/A, all answered with “yes”.
Are specific proposed BMPs and brief descriptions provided?	Yes. 4 BMPs listed with descriptions.
Does the MS4 identify any applicable specific groups targeted by the proposed BMPs?	Yes. Residents, development community, businesses, homeowners, and students
Based on available information (NOI, annual reports, CEIs etc) are the proposed BMPs expected to meet minimum permit requirements?	Yes.
Are measurable goals provided for all proposed BMPs?	Yes. Repetitive.
Are implementation schedules provided for all proposed BMPs?	Yes.
Is primary contact and department role information provided?	Yes = Primary Contact / No other departments were listed.
Does the MS4 indicate it will partner with another MS4(s) or institution(s) in implementing a BMP?	No.
Does the MS4 indicate that another MS4 (co-permittee) will be responsible for implementing a BMP?	No.
Part V – Section 2 (Illicit Discharge)	
Item:	Comment:
Were all “Current Activities” questions answered completely?	Yes.
Did the MS4 provide a solution for any applicable question answered with a “No”?	Yes. Answered “no” regarding storm sewer system map. Indicates they have some paper maps that show parts of the storm drainage system. Indicates they are working to get a single compiled map of the storm sewer system. Map is listed as a Year 1 Milestone for BMP 2D in the Measurable Goals and Milestones Addendum.
Are specific proposed BMPs and brief descriptions provided?	Yes. 4 BMPs listed with descriptions.
Does the MS4 identify any applicable specific groups targeted by the proposed BMPs?	Yes. Residents and businesses in Martin.
Based on available information (NOI, annual reports, CEIs etc) are the proposed BMPs expected to meet minimum permit requirements?	Yes.

Are measurable goals provided for all proposed BMPs?	Yes. Repetitive.
Are implementation schedules provided for all proposed BMPs?	Yes.
Is primary contact and department role information provided?	Yes=Primary Contact / No other departments were listed.
Does the MS4 indicate it will partner with another MS4(s) or institution(s) in implementing a BMP?	No.
Does the MS4 indicate that another MS4 (co-permittee) will be responsible for implementing a BMP?	No.
Part V – Section 3 (Construction Stormwater)	
Item:	Comment:
Were all "Current Activities" questions answered completely?	Yes.
Did the MS4 provide a solution for any applicable question answered with a "No"?	No. Explanation/Solution not provided for Question 10. In explanation for Question 14 indicates the City does not require pre-construction meetings, but the City has the ability to contact the developer and/or builder as needed. BMP 3C Site Plan review process indicates they will recommend changes as needed to the site plan review process.
Are specific proposed BMPs and brief descriptions provided?	Yes. 4 BMPs listed with descriptions.
Does the MS4 identify any applicable specific groups targeted by the proposed BMPs?	Yes. Contractors and developers.
Based on available information (NOI, annual reports, CEIs etc) are the proposed BMPs expected to meet minimum permit requirements?	Yes.
Are measurable goals provided for all proposed BMPs?	Yes.
Are implementation schedules provided for all proposed BMPs?	Yes. Repetitive
Is primary contact and department role information provided?	Yes=Primary Contact / No other departments listed.
Does the MS4 indicate it will partner with another MS4(s) or institution(s) in implementing a BMP?	No.
Does the MS4 indicate that another MS4 (co-permittee) will be responsible for implementing a BMP?	No.
Part V – Section 4 (Permanent Stormwater)	
Item:	Comment:
Were all "Current Activities" questions answered completely?	Yes.
Did the MS4 provide a solution for any applicable question answered with a "No"?	N/A, all answered with "yes"
Are specific proposed BMPs and brief descriptions provided?	Yes. 4 BMPs listed with descriptions.

Does the MS4 identify any applicable specific groups targeted by the proposed BMPs?	Yes.
Based on available information (NOI, annual reports, CEIs etc) are the proposed BMPs expected to meet minimum permit requirements?	Yes.
Are measurable goals provided for all proposed BMPs?	Yes. Repetitive
Are implementation schedules provided for all proposed BMPs?	Yes.
Is primary contact and department role information provided?	Yes. Other department listed is the Code Enforcement Department.
Does the MS4 indicate it will partner with another MS4(s) or institution(s) in implementing a BMP?	Yes. West Tennessee MS4s
Does the MS4 indicate that another MS4 (co-permittee) will be responsible for implementing a BMP?	No.
Part V – Section 5 (Pollution Prevention)	
Item:	Comment:
Were all “Current Activities” questions answered completely?	Yes.
Did the MS4 provide a solution for any applicable question answered with a “No”?	Yes. Question 3. Answered with N/A. Indicates The City of Martin has been issued Individual Permit number TN0062545 for the City of Martin Wastewater Treatment Plant. Previously indicated in NOI that the City of Martin Wastewater Treatment Plant is outside of the city limits. Question 4. No O&M Plans implemented for facilities listed in Question 4 except for Fire Stations. Indicates in process of developing and implementing O&M plans for city facilities. BMP 5C indicates review each of the Municipal Operations O&M Plans yearly and see if any improvements need to be made or changes based on changing operations and update accordingly.
Are specific proposed BMPs and brief descriptions provided?	Yes. 4 BMPs listed. BMP 5D seems to replicate BMP 5C.
Does the MS4 identify any applicable specific groups targeted by the proposed BMPs?	Yes. Municipal Employees and contractors working for the city.
Based on available information (NOI, annual reports, CEIs etc) are the proposed BMPs expected to meet minimum permit requirements?	Yes.
Are measurable goals provided for all proposed BMPs?	Yes. Repetitive.
Are implementation schedules provided for all proposed BMPs?	Yes.
Is primary contact and department role information provided?	Yes. Other Departments listed include Fire Department, Police Department, and the Public Works Department.
Does the MS4 indicate it will partner with another MS4(s) or institution(s) in implementing a BMP?	No.

Does the MS4 indicate that another MS4 (co-permittee) will be responsible for implementing a BMP?	No.
---------------------------------------------------------------------------------------------------	-----

Additional Notes/Comments:

- NOI indicated that there were no universities located within the City of Martin. Discussed with NCO staff and this appears to be correct.
- Does not have a single combined map showing identified/verified outfalls/inputs to the storm sewer system. This is listed as a Milestone for Year 1 in the Measurable Goals and Milestones table for BMP 2D.
- City of Martin review process does not include a requirement for a pre-construction meeting between the municipality and site developer, for priority construction sites. Did not provide a solution at Question 10 but in explanation for Question 14 indicated the City of Martin does not require pre-construction meetings, but the City has the ability to contact the developer and/or builder as needed. BMP 3C Site Plan review process indicates they will recommend changes as needed to the site plan review process.